

## Introduction

The Texas Death Certificate collection is published and available in FamilySearch. There are additional fields that need to be indexed and added to the existing collection.

This document provides specific uniform guidelines to follow for each field that is added to the previously indexed collection. Certificate styles and location of information varied over the years, but representative examples are included here.

Click the field name in the table of contents to go directly to the specific field help.

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## Guiding Principle

Type what you see.

## Field Helps

### Death County

Because the Death County field was indexed previously, you may see data here. Check the previously entered data against the document. If it was entered incorrectly, edit or reenter the data.

**Note:** An exception to the type what you see principle is:

If the previously entered county is correct, but the capitalization doesn't match the document, do not change it. It will not affect the searches made on this field.

You should expand abbreviations or correct misspellings when you can tell what the abbreviation stands for or what the spelling correction should be.

If the county was not recorded or was written as a variation of the word "unknown," press **Tab** to leave the field blank and move to the next field.

STATE OF TEXAS		101-01-1		101-01		CERTIFICATE OF DEATH		4109		30		27787	
1. PLACE OF DEATH & COUNTY		Harris		3. USUAL RESIDENCE & STATE		Texas		6. COUNTY		Harris			
5. CITY OR TOWNSHIP (within city limits, give precinct and ZIP)		Houston		4. LENGTH OF STAY in U.S.				7. CITY OR TOWNSHIP (if outside city limits, give precinct and ZIP)		Houston			
4. PLACE OF DEATH (if not in hospital, give street address, hospital, etc.)		2522 Rodney		8. STREET ADDRESS (if not in hospital, give location)		2522 Rodney		9. RESIDENCE INSIDE CITY LIMITS?		YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>	
1. NAME OF DECEASED (Type as printed)		Leverett		2. SEX		Male		3. DATE OF DEATH		April 17, 1975			
6. COLOR OF RACE		White		7. DATE OF BIRTH		Aug. 13, 1910		8. AGE (in years last birthday)		64			
9. MARRIAGE STATUS		Never Married <input checked="" type="checkbox"/>		10. MARRIAGE STATUS		Never Married <input checked="" type="checkbox"/>		11. MARRIAGE STATUS		Never Married <input checked="" type="checkbox"/>			
12. USUAL OCCUPATION (Give last 7 years)		Deck Supt.		13. KIND OF BUSINESS OR INDUSTRY		Merchants Motor Freight Line		14. BIRTH-PLACE (State or foreign country)		Brennond, Texas		15. USUAL OR WHAT COUNTRY?	
												U.S.A.	

County: **Harris**

### Race

Type the entry as it appears on the document. Use regular upper and lower case.

Do not index the nationality in this field.

If the county or race was not recorded or was written as a variation of the word "unknown," press **Tab** to leave the field blank and move to the next field.

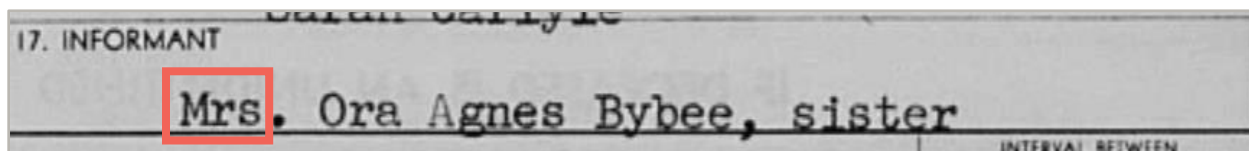
4. PLACE OF DEATH (if not in hospital, give street address, hospital, etc.)		2522 Rodney		8. STREET ADDRESS (if not in hospital, give location)		2522 Rodney		9. RESIDENCE INSIDE CITY LIMITS?		YES <input checked="" type="checkbox"/>		NO <input type="checkbox"/>	
1. NAME OF DECEASED (Type as printed)		Leverett		2. SEX		Male		3. DATE OF DEATH		April 17, 1975			
6. COLOR OF RACE		White		7. DATE OF BIRTH		Aug. 13, 1910		8. AGE (in years last birthday)		64			
9. MARRIAGE STATUS		Never Married <input checked="" type="checkbox"/>		10. MARRIAGE STATUS		Never Married <input checked="" type="checkbox"/>		11. MARRIAGE STATUS		Never Married <input checked="" type="checkbox"/>			
12. USUAL OCCUPATION (Give last 7 years)		Deck Supt.		13. KIND OF BUSINESS OR INDUSTRY		Merchants Motor Freight Line		14. BIRTH-PLACE (State or foreign country)		Brennond, Texas		15. USUAL OR WHAT COUNTRY?	
												U.S.A.	

Race: **White**

### Informant's Name Prefix

Type the name prefix as it was written or choose from the drop-down list: **Mr, Mrs, Ms, Dr.**

If a name prefix was not recorded, press **Tab** to leave the field blank and move to the next field.



Informant's Name Prefix: **Mrs**

### Informant's Given Names

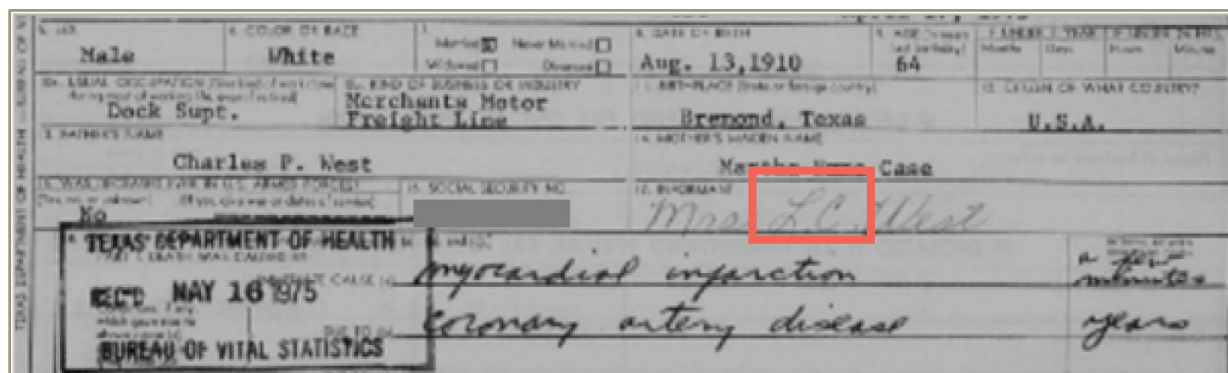
Type the given names as they were written. Do not correct misspellings or expand abbreviations. Include all middle names. Use regular upper and lower case.

The given names may be written either before or after the surname. Be sure to type the names in the correct fields in the data entry area. If you cannot determine if a name is a given name or a surname, type it in the Informant's Given Names field.

Include all aliases, nicknames, or variant names that were given for a person, separating them with the word **or**.

Do not include titles, terms, prefixes, or suffixes with the name. Do not include periods after initials or names.

If the given names were not recorded or were written as a variation of the word "unknown," press **Tab** to leave the field blank and move to the next field.



Informant's Given Names: **L C**

Do not enter terms such as "Hospital Records", or "Registrar" in any field.

5. SEX <b>Female</b>		6. COLOR OR RACE <b>White</b>		7. Married <input type="checkbox"/> Never Married <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/>		8. DATE OF BIRTH <b>04/02/75</b>		9. AGE (in years last birthday) Months: Days: Hours: Minutes:		10. USUAL OCCUPATION (Give kind of work done during most of working life, even if retired) <b>Infant</b>		11. BIRTHPLACE (State or foreign country) <b>Houston, Texas</b>		12. CITIZEN OF WHAT COUNTRY? <b>U.S.A.</b>	
13. FATHER'S NAME <b>Reyes Fuentes</b>				14. MOTHER'S MAIDEN NAME <b>Maria Guadalupe Villarreal</b>				17. INFORMANT <b>Hospital Records</b>							
15. WAS DECEASED EVER IN U.S. ARMED FORCES? (Yes, no, or unknown) <b>No</b>				16. SOCIAL SECURITY NO. <b>None</b>											

Informant's Given Name:

## Informant's Surname

Type the surname as it was written. Do not correct misspellings or expand abbreviations. Use regular upper and lower case.

The surname may be written either before or after the given names. Be sure to type the names in the correct fields in the data entry area. If you cannot determine if a name is a given name or a surname, type it in the Informant's Given Names field.

Do not assume a surname from the surnames of others mentioned in the document.

Maiden names should be typed in this field before the current or former surnames. A maiden name was often indicated by the words "née" or "born as." A maiden name may also have been written in parentheses.

If the surname was not recorded or was written as a variation of the word "unknown," press **Tab** to leave the field blank and move to the next field.

5. SEX <b>Male</b>		6. COLOR OR RACE <b>White</b>		7. Married <input type="checkbox"/> Never Married <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/>		8. DATE OF BIRTH <b>Aug. 13, 1910</b>		9. AGE (in years last birthday) <b>64</b>		10. USUAL OCCUPATION (Give kind of work done during most of working life, even if retired) <b>Dock Supt.</b>		11. BIRTHPLACE (State or foreign country) <b>Bremont, Texas</b>		12. CITIZEN OF WHAT COUNTRY? <b>U.S.A.</b>	
13. FATHER'S NAME <b>Charles P. West</b>				14. MOTHER'S MAIDEN NAME <b>Martha Emma Case</b>				17. INFORMANT <b>Mrs. L. L. West</b>							
15. WAS DECEASED EVER IN U.S. ARMED FORCES? (Yes, no, or unknown) <b>No</b>				16. SOCIAL SECURITY NO. <b>[REDACTED]</b>											

TEXAS DEPARTMENT OF HEALTH  
BUREAU OF VITAL STATISTICS  
REC'D MAY 16 1975  
CAUSE OF DEATH: **myocardial infarction**  
**coronary artery disease**  
AFTER 24 HRS. **minutes**  
**years**

Informant's Surname: **West**

## Burial Month

Type the first 3 letters of the month, and choose from the drop-down list: **Jan, Feb, Mar**, and so on.

When the month was written as a number, choose the corresponding month from the drop-down list. For example, the month **12** would be indexed as **Dec**.

If the month was not recorded or was written as a variation of the word "unknown," press **Tab** to leave the field blank and move to the next field.

23a. SIGNATURE <i>James Collins, M.D.</i>		22b. ADDRESS <i>5000 Montrose Houston Texas</i>		21c. DATE SIGNED <i>4-21-75</i>
23b. BURIAL, CREMATION, REMOVAL (Specify) <b>Burial</b>		23c. DATE <b>April 19, 1975</b>		
23d. LOCATION (City, town, or county) <b>Houston Texas</b>		23e. NAME OF CEMETERY OR CREMATORY <b>Brookside Memorial Park Cemetery</b>		
23f. FUNERAL DIRECTOR'S SIGNATURE <i>Michael A. Vachaban</i>		23g. FUNERAL HOME'S SIGNATURE <i>Midway Funeral Homes, Inc. #6450</i>		
23h. REC'D BY LOCAL REGISTRAR <b>4073</b>		23i. DATE REC'D BY LOCAL REGISTRAR <b>APR. 24, 1975</b>		

23a. BURIAL, CREMATION, REMOVAL (Specify) <b>Burial</b>		23b. DATE <b>4/9/75</b>		23c. NAME OF CEMETERY OR CREMATORY <b>Evergreen Cemetery</b>
23d. LOCATION (City, town, or county) <b>Houston Texas</b>		23e. FUNERAL DIRECTOR'S SIGNATURE <i>RR Garza # 5715</i>		
23f. REC'D BY LOCAL REGISTRAR <b>4042</b>		23g. DATE REC'D BY LOCAL REGISTRAR <b>APR. 24, 1975</b>		

Month: **Apr**

## Burial Day

Type the 1- or 2-digit number for the day.

Do not include zeros written at the beginning of a number. For example, "03" would be typed as **3**.

If the day was not recorded or was written as a variation of the word "unknown," press **Tab** to leave the field blank and move to the next field.

23a. BURIAL, CREMATION, REMOVAL (Specify) <b>Burial</b>		23b. DATE <b>April 19, 1975</b>		23c. NAME OF CEMETERY OR CREMATORY <b>Brookside Memorial Park Cemetery</b>
23d. LOCATION (City, town, or county) <b>Houston Texas</b>		23e. FUNERAL DIRECTOR'S SIGNATURE <i>Michael A. Vachaban</i>		
23f. REC'D BY LOCAL REGISTRAR <b>4073</b>		23g. DATE REC'D BY LOCAL REGISTRAR <b>APR. 24, 1975</b>		

Burial Day: **19**

## Burial Year

Type the 4-digit number for the year.

If only a 2-digit number was recorded, you can sometimes determine the first 2 digits of the 4-digit year from other information, such as the project dates or other contextual information on the image.

If you cannot determine the 4-digit year, index the 2-digit number. If you cannot determine the 2-digit or 4-digit year, press **Tab** to leave the field blank and move to the next field.

23a. SIGNATURE <i>James Collins, M.D.</i>	23b. ADDRESS <i>5000 Montrose Houston Texas</i>	23c. DATE <i>4-21-75</i>
23d. BURIAL INFORMATION (Burial)	23e. DATE <i>April 19, 1975</i>	23f. NAME OF CEMETERY OR CHURCH <i>Brookside Memorial Park Cemetery</i>
23g. LOCATION <i>Houston Texas</i>	23h. FUNERAL DIRECTOR'S SIGNATURE <i>Michael A. Vachaban</i>	23i. FUNERAL HOME <i>Niday Funeral Homes, Inc. #6450</i>
23j. REGISTRAR'S FILE NO. <i>4073</i>	23k. DATE REC'D BY LOCAL REGISTRAR <i>APR. 24, 1975</i>	23l. SIGNATURE <i>W.E. Barnett</i>

Burial Year: **1975**

## Burial Town, City, or County

Type what is recorded on the certificate. Use regular upper and lower case.

**Exception:** Do not type the word "County" in the field.

If more than 1 place was entered, separate the places with a comma.

If no burial town, city, or county was recorded, or if a variation of the word "unknown" was recorded, press **Tab** to leave the field blank and move to the next field.

23d. LOCATION	(City, town, or county)	(State)
<i>Paris, Lamar</i>	<i>County,</i>	<i>Texas</i>

Burial City, Town, or County: **Paris, Lamar**

112, REV. 1/58	Burial	5/18/1968
23d. LOCATION	(City, town, or county)	(State)
<i>Lamesa,</i>	<i>Texas</i>	
25a. REGISTRAR'S FILE NO.	25b. DATE REC'D BY LOCAL REGISTRAR	

Burial City, Town, or County: **Lamesa**

## Burial State

Type what is recorded on the certificate. Use regular upper and lower case.

If no state was recorded, or if a variation of the word "unknown" was recorded, press **Tab** to leave the field blank and move to the next field.

23a. BURIAL, CREMATION, REMOVAL (Specify) <b>BURIAL</b>		23b. DATE <b>MAY 10, 1968</b>
23d. LOCATION (City, town, or county) <b>DALLAS DALLAS</b>		(State) <b>TEXAS</b>
25a. REGISTRAR'S FILE NO.	25b. DATE REC'D BY LOCAL REGISTRAR	

Burial State: **Texas**

## Cemetery

Type the cemetery name.

You should expand abbreviations or correct misspellings when you can tell what the abbreviation stands for or what the correction should be to the spelling. User regular upper and lower case.

If the cemetery was not recorded, or if a variation of the word "unknown" was recorded, press **Tab** to leave the field blank and move to the next field.

23a. BURIAL, CREMATION, REMOVAL (Specify) <b>Burial</b>		23b. DATE <b>April 19, 1975</b>	23c. NAME OF CEMETERY OR CREMATORY <b>Brookside Memorial Park Cemetery</b>
23d. LOCATION (City, town, or county) <b>HOUSTON</b>		(State) <b>Texas</b>	
25a. REGISTRAR'S FILE NO. <b>4073</b>	25b. DATE REC'D BY LOCAL REGISTRAR <b>APR. 24, 1975</b>		

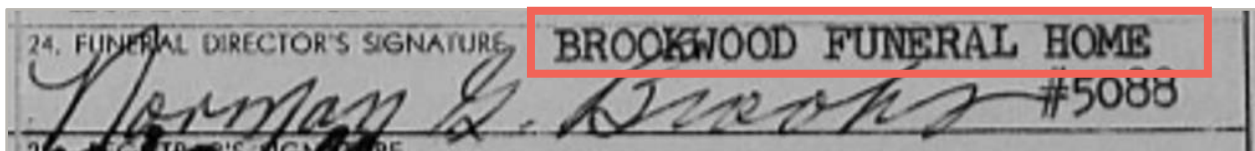
Cemetery: **Brookside Memorial Park Cemetery**

## Funeral Home

Type the funeral home name.

You should expand abbreviations or correct misspellings when you can tell what the abbreviation stands for or what the correction should be to the spelling. Use regular upper and lower case.

If the funeral home was not recorded, or if a variation of the word "unknown" was recorded, press **Tab** to leave the field blank and move to the next field.



Funeral Home: **Brookwood Funeral Home**

## Funeral Director's Given Name

Type the given names as they were written. Include middle names.

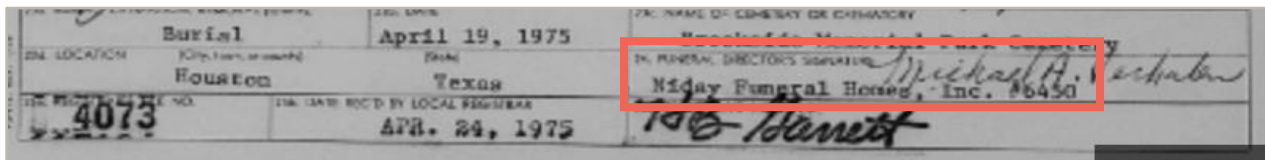
Do not correct misspellings or expand abbreviations. Do not include periods after initials or names. Use regular upper and lower case.

The given names may be written either before or after the surname. Be sure to type the names in the correct fields in the data entry area. If you cannot determine if a name is a given name or a surname, type it in the Funeral Director's Given Name field.

Include all aliases, nicknames, or variant names that were given for a person, separating them with the word **or**.

Do not include titles, terms, prefixes, or suffixes with the name.

If the given names were not recorded, or if a variation of the word "unknown" was recorded, press **Tab** to leave the field blank and move to the next field.



Funeral Director's Given Name: **Mickael A**

## Funeral Director's Surname

Type the surname as it was written. Do not correct misspellings or expand abbreviations. Use regular upper and lower case.

The surname may be written either before or after the given names. Be sure to type the names in the correct fields in the data entry area. If you cannot determine if a name is a given name or a surname, type it in the Funeral Director's Given Name field.

If the surname was not recorded, or if a variation of the word "unknown" was recorded, press **Tab** to leave the field blank and move to the next field.

23a. BURIAL, CREMATION, REMOVAL (Specify) <b>Removal</b>	23b. DATE <b>April 9, 1975</b>	23c. NAME OF CEMETERY OR CREMATORY <b>Mission Burial Park</b>
23d. LOCATION (City, town, or county) <b>San Antonio</b>	(State) <b>Texas</b>	24. FUNERAL DIRECTOR'S SIGNATURE <b>Cage-Mills Funeral Home</b> By: <b>C. M. Dunham</b>
25a. REGISTRAR'S FILE NO. <b>460</b>	25b. DATE REC'D BY LOCAL REGISTRAR <b>APR 14 1975</b>	25c. REGISTRAR'S SIGNATURE <i>W. R. Metzger</i>

Funeral Director's Surname: **Dunham**

## Contacts

- Jean Bavender, [Jean.Bavender@familysearch.org](mailto:Jean.Bavender@familysearch.org)